

Requirements for State Environmental Policy Act

The State Environmental Policy Act - Environmental Checklist Form (SEPA Checklist) must be fully completed and signed. All questions must be answered, even if the appropriate answer is “No”, “N/A” (not applicable) or “None”. Incomplete applications will not be accepted.

A development permit application must be submitted with the SEPA Checklist (building, septic, fill/grade, subdivision, etc.).

An accurate and detailed site plan will also be required. This should be to scale and show all existing and proposed driveways, structures, fill locations, etc. This site plan must also show the location of any existing wells (private or public), septic systems, waterways, slopes, etc.

Fees:

SEPA Checklist	\$ 605.00*
Planning Review Fee	\$ 90.00
<small>(Fee required if not paid with building permit submittal with this project)</small>	
Public Works Review	\$ 200.00
Environmental Health Review	\$ 180.00
<small>(\$90 for OSS and \$90 for Water Program)</small>	
Total Fees	\$1,075.00

* Includes \$355.00 application fee plus \$250.00 legal publication fee up to 3 hours. Additional fee of \$100.00 per hour for extra review time.

Note: additional fees may be required for development permits and due at the time application submitted or when permit approved

SEPA Implementation Guidelines

Lewis County Community Development Division

These policies and guidelines are intended as help in implementing the requirements of the State Environmental Policy Act (SEPA), and are condensed from the SEPA rules and Lewis County Ordinance #1080.

I. Categorical Exemptions to SEPA:

1. Up to five (5) dwelling units.
2. The construction of a barn, loafing shed, farm equipment storage building, produce storage or packing structure, or similar agricultural structure, covering up to 30,000 square feet and to be used only by the property owner or his agent in the conduct of farming of property. This exemption shall not apply to feed lots.
3. Office, school, commercial, recreational, service, or storage buildings up to 4,000 square feet and up to 20 parking spaces.
4. Parking lots up to 20 parking spaces.
5. For landfills and excavations up to 500 cubic yards
6. Underground storage tanks up to 10,000 gallons.
7. Above ground storage tanks up to 500 gallons.
8. Water reservoirs up to 5,000 gallons.

If a proposal is exempt, none of the procedural requirements of Ordinance #1080 shall apply nor shall the County require the completion of an environmental checklist.

II. Requirements for use of SEPA checklist:

1. Applicant must completely answer all questions on the checklist.
2. Applicant must submit a complete description of the project.
3. Applicant must submit a detailed plot plan and/or other information to accurately and completely show the project, its location, and any rivers, lakes, streams, wetlands, or other environmental sensitive areas.

Failure to supply complete and/or accurate information will be grounds for rejection of the completed checklist.

STATE ENVIRONMENTAL POLICY ACT
ENVIRONMENTAL CHECKLIST FORM

Applicant/Sponsor: _____ Date: _____
Address: _____
Phone: (____) _____ Zip Code: _____

Project Name: _____
Agency Requesting Checklist: _____

A. BACKGROUND

1. Estimated date of completion of proposed action (including phasing, if applicable).

2. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

3. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

4. Do you know whether or not applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

5. List any governmental approvals or permits that will be needed for your proposal, if known.

6. Give a brief, complete description of your proposal including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposals. You do not need to repeat those answers on this page.

7. Location of the proposal. Give sufficient information for a person to understand the precise location of your project, including a street address, if any, and Section, Township, and Range. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a site plan, vicinity map, and topographic map, if reasonably available.

Tax Parcel #: _____
Section _____, Township _____, Range _____, W.M.

To Be Completed by Applicant:

Evaluation for Agency Use

B. ENVIRONMENTAL ELEMENTS

1. Earth

- a. General description of the site (Circle One):
Flat Hilly Mountainous
Rolling Steep Slopes Other: _____
- b. What is the steepest slope on the site (approximate percent slope)? _____
- c. What general types of soils are found on the site (*for example: clay, sand, gravel, peat, muck*)? If you know the classification of agricultural soils, specify them and note any prime farmland.

- d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

- e. Describe the purpose, type, and approximate quantities of any filling or grading proposed. Indicate source of fill.

- f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

- g. About what percent of the site will be covered with impervious surfaces after project construction (*for example: asphalt or buildings*)?

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any.

2. Air

- a. What types of emissions to the air would result from the proposal (*i.e., dust, automobile, odors, industrial wood smoke*) during construction and when the project is completed? If any, generally describe and give approximate quantities if known.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

3. Water

a. Surface:

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

- 5) Does the proposal lie within a 100 year floodplain? If so, note location on the site plan.

- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

b. Ground:

- 1) Will ground water be withdrawn, or will water be discharged to ground water? Give general description, purpose, and approximate quantities if known.

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (*for example: domestic sewage; industrial, containing the following chemicals.....; agricultural; etc.*). Describe the general size of the system, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

To Be Completed by Applicant:

Evaluation for Agency Use

c. Water Runoff (including storm water):

- 1) Describe the source of runoff (including storm water)

and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

2) Could waste materials enter ground or surface waters? If so, generally describe.

d. Proposed measures to reduce or control surface, ground, and runoff water impacts, if any.

4. Plants

- a. Check or circle types of vegetation found on the site:
- _____ deciduous tree: alder, maple, aspen, other
- _____ evergreen tree: fir, cedar, pine, other
- _____ shrubs
- _____ grass
- _____ pasture
- _____ crop or grain
- _____ wet soil plants: cattail, buttercup, skunk cabbage, other
- _____ water plants: water lily, eelgrass, milfoil, other
- _____ other types of vegetation
- b. What kind and amount of vegetation will be removed or altered?
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- c. List threatened or endangered species known to be on or near the site.
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- d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.
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5. Animals

- a. Circle any birds and animals which have been observed on or near the site or are known to be on or near the site:
- Birds: hawk, heron, eagle, songbirds, other: _____
- Mammals: deer, bear, elk, beaver, other: _____
- Fish: bass, salmon, trout, herring, shellfish, other: _____
- b. List any threatened or endangered species known to be on or near the site.
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To Be Completed by Applicant: Evaluation for Agency Use

- c. Is the site part of a migration route? If so, explain.
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- d. Proposed measures to preserve or enhance wildlife, if any.

6. Energy and Natural Resources

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project’s energy needs? Describe whether it will be used for heating, manufacturing, etc.

- b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.

7. Environmental Health

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.

 - 1) Describe special emergency services that might be required.

 - 2) Proposed measures to reduce or control environmental health hazards, if any.

- b. Noise
 - 1) What types of noise exist in the area which may affect your project (*for example: traffic, equipment, operation, other*)?

 - 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (*for example: traffic, construction, operation, other*)? Indicate what hours noise would come from the site.

To Be Completed by Applicant:

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- 3) Proposed measures to reduce or control noise impacts, if any.

8. Land and Shoreline Use

- a. What is the current use of the site and adjacent properties?

- b. Has the site been used for agriculture? If so, describe.

- c. Describe any structures on the site.

- d. Will any structures be demolished? If so, what?

- e. What is the current zoning classification of the site?

- f. What is the current comprehensive plan designation of the site?

- g. If applicable, what is the current shoreline master program designation of the site?

- h. Has any part of the site been classified as an “environmentally sensitive” area? If so, specify.

- i. Approximately how many people would reside or work in the completed project? _____
- j. Approximately how many people would the completed project displace? _____
- k. Proposed measures to avoid or reduce displacement impacts, if any.

- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.

9. Housing

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

To Be Completed by Applicant:

Evaluation for Agency Use

- b. Approximately how many units, if any would be eliminated? Indicate whether high, middle, or low-income housing.

- c. Proposed measures to reduce or control housing impacts, if any.

10. Aesthetics

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

- b. What views in the immediate vicinity would be altered or obstructed?

- c. Proposed measures to reduce or control aesthetic impacts, if any.

11. Light and Glare

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

- b. Could light or glare from the finished project be a safety hazard or interfere with views?

- c. What existing off-site sources of light or glare may affect your proposal?

- d. Proposed measures to reduce or control light and glare impacts, if any.

12. Recreation

- a. What designated and informal recreational opportunities are in the immediate vicinity?

- b. Would the proposed project displace any existing recreational uses? If so, describe.

To Be Completed by the Applicant:

Evaluation for Agency Use

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any.

13. Historic and Cultural Preservation

- a. Are there any places or objects listed on, or proposed for, national, state, or local preservation registers known to be on or next to the site? If so, generally describe.

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- b. Generally describe any landmarks or evidence of historic, archaeological, scientific, or cultural importance known to be on or next to the site.

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- c. Proposed measures to reduce or control impacts, if any.

14. Transportation

- a. Identify public streets and highways serving the site, and describe proposed access to the existing street system. Show on site plan, if any.

- b. Is the site currently served by public transit? If not, what is the approximate distance to the nearest transit stop?

- c. How many parking spaces would the completed project have? How many would the project eliminate?

- d. Will the proposal require any new roads or streets, or improvements to existing roads or streets, not including driveways? If so, generally describe (indicate whether public or private).

- e. Will the project use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

- f. How many vehicular trips per day would be generated by the completed project? If known, indicate when peak volumes would occur.

To Be Completed by Applicant:

Evaluation for Agency Use

- g. Proposed measures to reduce or control transportation impacts, if any.

15. Public Services

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, health care, schools, other)? If so, generally describe.

- b. Proposed measures to reduce or control direct impacts on public services, if any.
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16. Utilities

- a. Circle utilities currently available at the site:
- | | |
|----------------|----------------|
| Electricity | Telephone |
| Natural Gas | Sanitary Sewer |
| Refuse Service | Septic System |
| Water | Other: _____ |
- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.
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C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature

Date Submitted

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment (listed in Section B of this checklist).

When answering these questions be aware of the extent the proposal and the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

D. SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

Proposed measures to avoid or reduce such increases are:

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

3. How would the proposal be likely to deplete energy or natural resources?

Proposed measures to protect or conserve energy and natural resources are:

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

Proposed measures to protect such resources or avoid or reduce impacts are:

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

Proposed measures to avoid or reduce shoreline and land use impact are:

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

Proposed measures to reduce or respond to such demand(s) are:

7. Identify, if possible, whether the proposal may conflict with local, state, and federal laws or requirements for the protection of the environment.
